

**FOR RELEASE ONLY TO OFFICIAL NONPROFIT ORGANIZATIONS
NOT FOR GENERAL PUBLIC RELEASE**

**Homeland Security Assistance for Nonprofit Organizations
FY 2005 Competitive Grant Program
Notice of Availability of Funds**

A. Purpose

The Detroit Urban Area Security Initiative (UASI) is making available Homeland Security assistance, through the Fiscal Year (FY) 2005 Homeland Security Appropriation, to 501(c)(3) nonprofit organizations within the jurisdictional boundaries the City of Detroit and Wayne County at risk from a terrorist-related attack. Funding will enable nonprofit organizations in the designated areas to make physical facility enhancements to better protect them from a terrorist-related attack.

On October 18, 2004, the President signed the Department of Homeland Security (DHS) Appropriations Act of 2005; thereby providing vital funding needed to ensure the safety and security of our homeland. Through this appropriation, DHS has made available \$25,000,000 of UASI funding to selected states for 501(c)(3) nonprofit organizations. Nonprofit organizations in the Detroit urban area will receive \$516,028 in grants of up to \$100,000 per organization. These grants will be based upon the criteria used to determine the UASI funding allocations, which include credible threat information, presence of critical infrastructure, vulnerability, population, and law enforcement investigative information that may suggest the presence of an imminent threat.

B. Eligible Applicants

Eligible 501(c)(3) nonprofit organizations within the jurisdictional boundaries of the City of Detroit and Wayne County may submit a competitive application to the Michigan State Police Emergency Management Division for funding to enhance facility security from a terrorist-related attack. Nonprofit organizations must submit as part of their application documentation that certifies their designation as a 501(c)(3) from the IRS or other governmental organization. Grants will only be made to organizations in good standing. Applications must also include a copy of their most recent certified audit.

C. Availability of Funding

The Detroit UASI has been allocated \$516,028 from the DHS Office of State and Local Government Coordination and Preparedness to make physical facility security enhancements of 501(c)(3) nonprofit facilities within the jurisdictional boundaries of the City of Detroit and Wayne County. Through this competitive grant program, there will be a maximum of \$100,000 per award based upon an approved program budget. A minimum of 6 awards will be made available through this grant program.

Grant awards will begin on **July 30, 2005**. The specific performance period will be designated in the grant agreement issued for selected recipients.

D. Authorized Program Expenditures

Funding for expenditures to protect nonprofit organization facilities from terrorist-related attacks can only be allocated for target hardening, which includes the acquisition and installation of security equipment, such as surveillance cameras, in real property (including buildings and improvements) owned or leased by the nonprofit organization specifically in response to the risk of a terrorist incident.

This equipment is limited to items on the "Allowable Equipment Costs" list set forth in the UASI Authorized Equipment List (AEL). **From the AEL, only those items identified as enhancing physical security may be purchased (i.e., categories 14-15).** The AEL can be accessed at <http://www1.rkb.mipt.org/>. If you have questions regarding the eligibility of equipment, please contact the program technical assistance officer listed in this guidance. Maintenance and administrative costs are not allowed through this grant program.

E. Application Content

Applicants may request support of up to \$100,000 for target hardening of their facility. Each nonprofit organization may submit only one application for funding. Applicants should use the information in the "Evaluation Criteria" section to develop the application. Applications will be evaluated based on the criteria listed, so it is important the application clearly and completely addresses these requirements. The applications should be no more than five (5) single-spaced pages (not including appendices for items such as letters of support, and other similar supporting information).

All pages of the application must be single-spaced, printed on one side, with one-inch margins and a font size of 11 or larger on white 8.5" x 11" paper and be clearly numbered.

The required original application and two (2) full copies must be submitted unstapled and unbound. Do not submit any bound or stapled materials (e.g., pamphlets, booklets, etc.) in the appendices. The entire application must be able to run through an automatic document feed copier.

Applicants must also submit the following documentation:

- ✓ 501(c)(3) determination letter issued from the IRS or other governmental organization
- ✓ Copy of the organization's most recent audit

F. Submission and Deadline

Application

Submit the original, two (2) copies of the application and all required paperwork by mail or by hand delivery only, on or before **June 17, 2005**. The submitted application should be addressed to:

Name: Mr. Jay Roorbach
Title: FY 2005 UASI Non-Profit Technical Assistance Officer
Organization: Michigan State Police, Emergency Management Division
Address: 4000 Collins Road, P.O. Box 30636
City, State Zip Code: Lansing, Michigan 48909-8636

Deadline: Applications shall be considered as meeting the deadline if they are either:

- (a) Received on or before the deadline date; or
- (b) Sent on or before the deadline date and received in time for orderly processing. (Applicants must request a legibly dated U.S. Postal Service postmark or obtain a legibly dated receipt from a commercial carrier or U.S. Postal Service. Private metered postmarks shall not be acceptable as proof of timely mailing.)

Late Applications: Applications which do not meet the above criteria are considered late and will not be considered.

G. Evaluation Criteria

A selection and review committee comprised of members from the Michigan Homeland Security Advisory Council will review the applications. Potential members of the application review selection team may include, but are not limited to, representative(s) from the following organizations:

- City of Detroit
- Wayne County
- Michigan State Police, Emergency Management Division
- U. S. Department of Homeland Security
- Federal Bureau of Investigation
- Federal Emergency Management Agency

Awards will be made on the basis of priority score ranking by the selection team, and the availability of funds. The focus group may recommend approval or disapproval based on the following criteria:

- Description of the nonprofit organization (**5 points**): The extent to which the application clearly identifies the nonprofit organization covered by the proposed security activities. Nonprofit organizations must submit documentation that certifies their 501(c)(3) designation.

- Current effort (**5 points**): The extent to which the applicant describes any current security enhancements and physical target hardening activities underway or contemplated by the nonprofit organization.
- Program objectives (**5 points**): The extent to which the project objectives are clear and measurable within the performance period.
- Program plan (**30 points**): The extent to which the applicant presents a clear, detailed plan for implementation, with information that illustrates the capacity of the purchased equipment to either mitigate or prevent a terrorist incident. The plan should be consistent with objectives put forth by the U.S. Department of Homeland Security guidelines for target hardening.
- Risk and Vulnerability (**25 points**): The extent to which the applicant provides information that describes the risk and vulnerability of the nonprofit organization. This should include, but not limited to, a summary of previous threats received by the organization both nationally and locally, summary of incidents that have occurred nationally and locally, peak number of employees in the facility, and results of previous risk and vulnerability assessments.
- Project management and staffing (**5 points**): The extent to which the roles and responsibilities of key personnel and organizations for conducting the proposed activities are clearly described, including adequate administrative support to perform the project.
- Budget (**25 points**): The extent to which the applicant presents a detailed budget that is consistent with the requirements of the "Authorized Program Expenditures" section and any other information to demonstrate that the request for assistance is consistent with the purpose and objectives of this program.

In evaluating applications, the selection and review committee may consider the following additional criteria:

- Threats from U.S. Department of State designated international terrorist organizations (<http://www.state.gov/s/ct/rls/fs/2004/37191.htm>) against any group of United States citizens who operate or are the principal beneficiaries or users of the nonprofit organization.
- Prior attacks, within or outside the United States, by international terrorist organizations against nonprofit organization or entities associated with or similarly situated as the nonprofit organization
- Symbolic value of the site(s) as a highly recognized national cultural or historical institution that renders the site a possible target of international terrorism.
- The role of the nonprofit organization in responding to international terrorist attacks
- Previously conducted threat and/or vulnerability assessments

H. Other Requirements

Method of Compensation

The method of compensation shall be reimbursement in accordance with the invoice voucher procedures of the Michigan State Police, Emergency Management Division. The recipient agrees to maintain appropriate records of actual costs incurred and to submit expenditure information to the State of Michigan. The recipient, being a nonprofit organization, will be required to submit proof of payment for expenses with a request for reimbursement before being reimbursed. No costs eligible under this agreement shall be incurred after **December 31, 2006**.

Accounting Requirements

The recipient shall maintain effective control and accountability over all funds, equipment, property, and other assets under the to be issued grant agreement as required by the State of Michigan. The recipient shall keep records sufficient to permit the tracing of funds to ensure that expenditures are made in accordance with this grant agreement.

Reports

The recipient shall submit programmatic reports as may be required by the State of Michigan.

I. Where to Receive Additional Information

Contact

For more information, please contact Mr. Jay Roorbach at the Michigan State Police, Emergency Management Division, phone, 517-333-4395, or e-mail, roorbacj@michigan.gov.